

Physical Skills

Sensory Integration				
No Evidence	Responds to sensory input with a variety of behaviors	Tolerates a variety of sensory input	Manages sensory input with assistance when over-loaded	Applies a strategy to regulate sensory input

Physical Stability				
No Evidence	Demonstrates strength in resisting gravity	Demonstrates movement with strength	Demonstrates stability and balance in upright position with assistance	Demonstrates stability, balance and control in upright position

Gross Motor Skills					
No Evidence	Rolls	Crawls, Creeps	Moves in upright position	Coordinates complex movements	Sustains physical activity

Object Control					
No Evidence	Grasps, reaches and releases objects	Releases objects with control	Uses both hands in middle of body	Throws, catches and kicks objects	Throws, catches, kicks objects with control

Precision Hand Skills			
No Evidence	Grasps small objects	Isolates one or two fingers	Uses fingers of two hands to complete activities

Personal Care Skills

Oral Motor				
No Evidence	Coordinates sucking, swallowing, breathing	Swallows pureed or lumpy food	Uses tongue to move and munch solid food	Chews with rotary movement

Self-Feeding					
No Evidence	Cooperates with feeding	Assists in feeding self	Feeds Self	Uses utensils and open cup to feed self	Serves self food and drink

Dressing/Undressing			
No Evidence	Cooperates in dressing/undressing	Assists in dressing/undressing	Completes dressing/undressing

Care of Hands, Face, Nose			
No Evidence	Cooperates in personal care routines	Assists in personal care routines	Completes personal care routines

Toileting			
No Evidence	Demonstrates awareness of toileting	Participates in toileting	Completes toileting independently

Bathing and Personal Hygiene			
No Evidence	Demonstrates awareness of personal hygiene	Participates in bathing and personal hygiene	Completes bathing and personal hygiene independently

Dental Care			
No Evidence	Demonstrates awareness of dental care	Participates in dental care	Completes dental care independently

Manages Dietary Needs			
No Evidence	Demonstrates awareness of dietary needs	Participates in planning for dietary needs	Independently manages dietary needs

Manages Health Needs			
No Evidence	Demonstrates awareness of health needs	Participates in managing health needs	Independently manages health needs

Manages Mental Health Needs			
No Evidence	Demonstrates awareness of mental health needs	Participates in managing mental health needs	Independently manages mental health needs

Maintains Physical Fitness			
No Evidence	Demonstrates awareness of physical fitness	Participates in physical activity	Independently maintains physical fitness

Domestic Care Skills

Prepares Food			
No Evidence	Demonstrates an awareness of food preparation procedures	Participates in preparing some food with assistance	Independently prepares hot and cold food

Performs Household Chores			
No Evidence	Demonstrates an awareness of household chores	Participates in some household chores with assistance	Independently performs necessary household chores

Cares for Clothing			
No Evidence	Demonstrates an awareness of procedures to care for clothing	Participates in the care of clothing with assistance	Independently cares for clothing

Uses Common Household Tools			
No Evidence	Demonstrates an awareness of the proper use of common household tools	Participates in the use of common household tools with assistance	Uses household tools independently

Uses Common Household Appliances			
No Evidence	Demonstrates an awareness of common household appliances	Participates in the use of common household appliances with assistance	Uses household appliances independently

Uses Common Household Communication Devices			
No Evidence	Demonstrates awareness of household communication devices	Participates in the use of household communication devices	Independently uses household communication devices

Makes Purchases			
No Evidence	Demonstrates awareness of shopping	Participates in aspects of the shopping experience with assistance	Independently manages shopping

Manages Money			
No Evidence	Demonstrates awareness of money management	Participates in money management with assistance	Independently manages budget

Manages Living Options			
No Evidence	Demonstrates awareness of living options	Participates in planning for living options	Independently manages living options

Community Access Skills

Utilizes Postal Services			
No Evidence	Demonstrates awareness of postal service	Participates in using postal services	Independently utilizes postal services

Utilizes the Library			
No Evidence	Demonstrates awareness of library	Participates in utilizing the library	Independently utilizes the library

Utilizes Resources from Community Agencies			
No Evidence	Demonstrates awareness of community agencies	Participates in utilizing resources from community agencies	Independently utilizes resources from community agencies

Participates in Community Events			
No Evidence	Demonstrates awareness of community events	Participates in community events with assistance	Independently plans for and participates in community events

Accesses Vocational Opportunities			
No Evidence	Demonstrates awareness of vocational opportunities	Participates in planning for vocational opportunities	Independently accesses vocational opportunities

Responsibility

Manages Emotions					
No Evidence	Recognizes own feelings	Applies strategies to manage emotional stress	Manages emotions	Maintains a positive demeanor in the face of challenges	Expresses a willingness to work and a positive attitude that motivates others

Manage Personal Resources					
No Evidence	Recognizes positive personal qualities	Uses constructive criticism for self-improvement	Identifies current and future learning needs	Monitors and corrects own performance	Applies initiative, integrity and ethics to maximize value to the organization

Follows Guidelines and Rules					
No Evidence	Recognizes a policy, procedure or rule	Maintains timely attendance and follows rules	Works dependably within organizational norms	Adapts appropriately to changes in expectations	Perceives changes within the organization and adapts effectively to them

Manage Time					
No Evidence	Attends to defined task to maintain expected productivity	Applies strategies to manage time	Follows a daily schedule of acceptable productivity	Sets priorities and designs a schedule to independently accomplish daily tasks effectively	Accommodates unanticipated responsibilities that go above and beyond expectations

Utilize Resources					
No Evidence	Recognizes who can help accomplish a task	Requests and accepts assistance from appropriate sources	Identifies resources available to support work	Requests resources to develop self-sufficiency	Identifies and requests resources to enhance system productivity

Manages Tools and Equipment					
No Evidence	Identifies the materials and equipment necessary to do a familiar task	Locates and prepares equipment and materials for a familiar task	Determines appropriate equipment and materials for work	Maintains the materials and equipment in the work environment	Recommends materials and equipment that would improve productivity

Manages Goals					
No Evidence	Identifies the goal of a given task	Recognizes criteria for standards of quality and efficiency	Develops steps to goal achievement as a guide to action	Reliably applies strategies to overcome obstacles to goal achievement	Monitors progress persistently until goal is achieved to standard

Takes Responsibility for Learning					
No Evidence	Repeats a desirable performance given a model to follow	Applies a given learning strategy to acquire necessary skills or knowledge	Identifies effective learning strategies to address identified gaps in skills or knowledge	Adjusts strategies to achieve learning goals	Seeks out new challenges and opportunities for learning and applies learning to advance innovations

Interpersonal Skills

Appreciates the Perspective of Others					
No Evidence	Identifies feelings of others	Recognizes individual and group similarities and differences	Works effectively with others of different abilities, cultures, ages and genders	Respects other points of view and contributions	Respectfully analyzes and evaluates perspectives and contributions

Respects Property and Privacy					
No Evidence	Identifies personal space and property	Recognizes information, activities and belongings of others	Respects the work spaces and products of others	Professionally handles confidential information	Practices honesty and fairness regarding ownership and confidentiality

Accepts Guidance and Directives from Others					
No Evidence	Comprehends directions	Responds to new directives and guidance	Corrects behaviors when asked	Seeks suggestions and solutions from others	Uses feedback to guide continuous improvement of performance

Communicates Information					
No Evidence	Attends to sources of information and identifies the intended audience for communication	Determines the purpose for communicating	Uses organizational structure to strengthen communication	Analyzes the accuracy, bias and usefulness of the information	Monitors and adjusts strategies for effective communication

Uses Effective Communication Skills to Interact with Others					
No Evidence	Acknowledges what others have to say	Initiates interactions and engages in discussions	Alters style or manner of communication to be appropriate for given situations	Evaluates the effectiveness of communication and corrects misunderstandings	Develops positive relationships and maintains effective communication with others

Contributes as a Member of the Group					
No Evidence	Helps when asked	Contributes according to agreed upon norms	Voluntarily helps and encourages others for a common purpose	Adjusts contributions based on understanding the needs of team	Takes personal responsibility for influencing and accomplishing group goals

Manages Conflict					
No Evidence	Manages stress appropriately during a conflict	Acknowledges conflict and advocates position appropriately	Participates respectfully in group compromise	Works to resolve divergent interests for the benefit of the group as a whole	Objectively leads groups through problem solving processes

Problem Solving Skills

Recognizes Problems					
No Evidence	Recognizes and avoids something that could be harmful	Identifies and avoids common dangers	Articulates and follows safety rules	Recognizes safety rule violations	Anticipates potential dangers

Defines a Problem					
No Evidence	Acknowledges a problem that has been made apparent	Recognizes when there is a simple problem in a familiar setting	Shares perception of a problem situation or an anticipated problem	Provides an accurate description of a problem situation or an anticipated problem	Provides a detailed description of a complex problem, anticipated problem and the related circumstances

Analyzes Cause and Effect					
No Evidence	Indicates a simple cause and effect relationship, recognizes consequences	Identifies the causes of a problem	Sequences events that caused a problem	Identifies relevant information and patterns related to a problem	Analyzes the impact of the variables that caused a problem

Uses Information to Solve Problems					
No Evidence	Uses provided information to help solve a simple problem	Uses provided information to help solve a simple problem and recognizes the need for further information	Recognizes the need to gather more information, accepts assistance and uses the information	Recognizes the need to gather more information and requests assistance in gathering the information	Recognizes the need for more information and independently uses that information to arrive at a clearer understanding of the problem

Analyzes Potential Strategies to Problems					
No Evidence	Requests help to solve a simple problem as needed	Seeks input in analyzing a problem situation	Participates in a group problem-solving process	Applies a strategy for analyzing the potential consequences of a problem situation	Uses diverse sources to predict the consequences of a complex set of problems

Considers Solutions to Problems					
No Evidence	Recognizes a solution to a problem	Compares potential solutions to a problem	Generates alternative solutions to a problem	Evaluates the benefits and risks of potential solutions	Chooses the approach, materials, and strategies to solve a problem

Acts to Solve Problems					
No Evidence	Follows a plan to solve a problem	Selects an appropriate response to a problem	Designs and implements a strategy to solve a common problem	Offers and selects from a number of reasonable solutions for any given problem	Considers the goal, context, and available resources when solving a problem

Evaluates Solutions to Problems					
No Evidence	Identifies a successful resolution	Decides if a solution is acceptable in the context of the circumstances	Identifies strengths and weaknesses in the problem-solving process	Identifies what was learned or what could have been improved upon	Evaluates problem-solving efforts and revises approaches